

# Electronic Validation of DoD Standardization Documents

September 2001



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## OVERVIEW

The IPT reviewed the overage document review process currently prescribed in DoD 4120.24-M, the current as-is system, and the future to-be system. As a result of that review, the IPT recommends that immediate consideration be given to changing that part of the process that requires the generation of a stand-alone validation notice as prescribed in DoD 4120.24-M and supporting standard practices policy documents MIL-STD-961 and MIL-STD-962.

In addition, the IPT considered a fundamental change in the basis for conducting the overage document review based on customer input. This latter proposal is documented in Tab D1.07, *Customer-Driven Overage Document Review*. If the recommendations in Tab D1.07 are acceptable in total or in part, the need for this set of recommendations, Tab D1.04, may be affected.

## PROBLEM STATEMENT

The IPT considered two alternatives to the current system of generating stand-alone validation notices, referred to in this document as Option A and Option B. In both cases, the stand-alone validation notice is eliminated.

Option A simply relies on electronic validation within the ASSIST (Acquisition Streamlining and Standardization Information System) itself. No action is required on the document. The date of validation is noted in the ASSIST “Document Analysis” page. Option A is the solution preferred by the IPT. Near-term and long-term solutions are outlined.

The IPT also was asked to consider the alternative of embedding the validation information on the front page of the existing document. The IPT considered how best to accomplish this. Our recommendations are identified as Option B.

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## RECOMMENDATIONS

### Option A

With electronic document processing and the availability of on-line information from ASSIST, it is no longer necessary to require a paper product (i.e., the validation notice) as the means of meeting the intent of the overage document review process. The validation notice is a relic of the paper-based system. We recommend the elimination of the requirement for issuing validation notices against standardization documents.

In place of the current validation notice system, we recommend that for the long-term, ASSIST incorporates a new on-line validation system<sup>1</sup> that would allow Preparing Activities to electronically validate a standardization document. Because the establishment of a complete on-line system cannot occur immediately, we recommend the adoption of a near-term solution that would allow phase-out of the current paper-based validation notice. In both the near- and long-term solutions, the validation notice would be eliminated and the “Date of Validation” would be added to the ASSIST “Document Analysis” electronic page (see attached sample). In the near-term, we propose a slight modification of the system that is used currently.

- Preparing Activities would send to DoDSSP (e.g., fax, e-mail, letter) a list of documents that have been reviewed and can be validated.
- DoDSSP would generate the electronic validation date of the documents for display in the modified “Document Analysis” page in ASSIST.
- DoDSSP would not issue a paper validation notice (e.g., Notice 1 to MIL-R-345).

### Option B

Option B is similar to Option A. In addition to adding the “Date of Validation” to the ASSIST “Document Analysis” electronic page, however, Option B calls for DoDSSP to insert a validation statement on the existing document’s first page (using, for example, Adobe Acrobat). Normally this would be on the first page of the revision of the document in effect. However, in the case of a base document with an existing amendment, inactivation notice, or previous paper-based validation notice, the electronic validation information would be embedded on the first page of the last document action only (e.g., on the first page of the existing amendment).

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<sup>1</sup> ASSIST Enhancement # 20 addresses electronic validation. Enhancement # 20 reads: “*On-line Document Validation*—Add electronic certification capability so that paper validation notices can be eliminated (a one-step process for the PA).”

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## POLICY CHANGES

Following is a description of the procedural and policy changes that would be required in DoD 4120.24-M, MIL-STD-961, and MIL-STD-962 for Options A and B. In either Option A or Option B, the ASSIST Alert service should alert registered users that the document has been validated.

### Option A

DoD 4120.24-M policy changes are as follows:

- p. 47, paragraph C.5.9.2.2, rewrite as “C.5.9.2.2 For Government standardization document, if the document is technically current and conforms to DSP policies, the Preparing Activity shall instruct the DoDSSP to electronically validate document and reflect this validation date in ASSIST (see example).”
- p. 47, paragraph C5.9.2.3, rewrite as “C5.9.2.3 For NGSs, validation is not required because each NGSB conducts its own overage document review to ensure technical currency. The adopting activity need only ensure that there exists a continued DoD need for the NGS.”
- p. 48, paragraph C.5.9.7, rewrite as “C.5.9.7 *Electronic validation*. The validation date listed in the ASSIST indicates that the Preparing Activity has reviewed a standardization document that has not been updated or validated in five years and determined that the requirements are current, meet the users’ needs, and comply with the policies of the DSP. The Preparing Activity shall not validate any active document that does not meet all criteria. In the case of inactive for new design documents, validation is only for the purpose of verifying that there is a continued need for the document.”
- p. 48, paragraphs C.5.9.7.1 through C.5.9.7.5, delete.
- Any other reference in DoD 4120.24-M to validation notices shall be changed to reflect the electronic validation system described above.

MIL-STD-961D policy changes are as follows:

- Eliminate all references and examples of validation notices because an actual document action no longer is required for validation. Specific areas include:
  - p. 52, paragraph 5.10.1, 2<sup>nd</sup> line, delete reference to “validate.”
  - p. 52, paragraph 5.10.2, delete entirely, along with Sample Figures 13, 14, and 15 (pp. 82, 83, and 84).

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- pp. 53 and 54, paragraphs 5.10.7 and 5.10.7c, delete references to validations.
  - p. 54, paragraph 5.10.8m, delete reference to validation.

MIL-STD-962C policy changes are as follows:

- Eliminate all references and examples of validation notices because an actual document action no longer is required for validation. Specific areas include:
  - p. 22, paragraph 5.10.3, delete along with Sample Figures 4 and 5 (pp. 32 and 33).
  - p. 23, paragraph 5.10.8.1a, eliminate reference to “validated.”

## Option B

DoD 4120.24-M policy changes are as follows:

- p. 47, paragraph C.5.9.2.2, rewrite as “C.5.9.2.2 For Government standardization document, if the document is technically current and conforms to DSP policies, the Preparing Activity shall instruct the DoDSSP to electronically validate document and reflect this validation date in ASSIST (see example). The DoDSSP also shall electronically insert a validation statement onto the first page of the latest document action (using, for example, Adobe Acrobat)."
- p. 47, paragraph C5.9.2.3, rewrite as “C5.9.2.3 For NGSs, validation is not required because each NGSB conducts its own overage document review to ensure technical currency. The adopting activity need only ensure that there exists a continued DoD need for the NGS.”
- p. 48, paragraph C.5.9.7, rewrite as “C.5.9.7 *Electronic validation*. The validation date listed in the ASSIST and the validation statement added to the document’s first page (i.e., to the first page of the latest document action) indicate that the Preparing Activity has reviewed a standardization document that has not been updated or validated in five years and determined that the requirements are current, meet the users’ needs, and comply with the policies of the DSP. The Preparing Activity shall not validate any active document that does not meet all criteria. In the case of inactive for new design documents, validation is only for the purpose of verifying that there is a continued need for the document.”
- p. 48, paragraphs C.5.9.7.1 through C.5.9.7.5, delete.

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- Any other reference in DoD 4120.24-M to validation notices shall be changed to reflect the electronic validation system described above.

MIL-STD-961D policy changes are as follows:

- Same as Option A, but in addition a new paragraph would need to be added as follows:

“5.x.x. *Validation note*: When specifications are validated, the first page of the most recent document action shall carry one of the following validation notes (e.g., the first page of the latest amendment, notice, revision in effect). This note shall appear above the title and be centered. DoDSSP shall electronically embed this note upon validation of the specification by the Preparing Activity.

- a. Active specifications: “As of [day/month/year], this document was determined to be adequate for acquisition.”
- b. For inactive specifications: “As of [day/month/year], this document remains inactive for new design; however, the document was determined to be adequate for acquisition.”
- c. For specifications with an existing validation notice: “As of [day/month/year] this document was revalidated and determined to be adequate for acquisition.”

MIL-STD-962C policy changes are as follows:

- Same as Option A, but in addition, a new paragraph would have to be added as follows:

“5.x.x. *Validation note*: When documents are validated, the first page of the most recent document action shall carry one of the following validation notes (e.g., the first page of the latest notice, revision in effect). This note shall appear above the title and be centered. DoDSSP shall electronically embed this note upon validation of the document by the Preparing Activity.”

- a. Active documents: “As of [day/month/year], this document was determined to be adequate for acquisition.”
- b. For inactive documents: “As of [day/month/year], this document remains inactive for new design; however, the document was determined to be adequate for acquisition.”
- c. For documents with an existing validation notice: “As of [day/month/year] this document was revalidated and determined to be adequate for acquisition.”



## Document Analysis

### Document Profile - General

Document ID: MIL-PRF-39006E(2) SUP 1A  [Click here to access document images.](#)

#### Overview

<b>Title:</b> CAPACITOR, FIXED, ELECTROLYTIC (NONSOLID ELECTROLYTE), TANTALUM, ESTABLISHED RELIABILITY, GENERAL SPECIFICATION FOR		
<b>Scope:</b> This specification covers tantalum, electrolytic (nonsolid electrolyte), fixed capacitors (polarized and nonpolarized), hermetically (see 6.7) and nonhermetically sealed in metal cases (see 6.1). Capacitors covered by this specification have reliability established for failure rate levels (FRL) ranging from 2.0 (or 1.0) percent to 0.001 percent per 1,000 hours in accordance with MIL-STD-690. These FRL are established at a 60-percent confidence level and are maintained at a 10-percent producer's risk. A Part Per Million (ppm) quality system is used for assessing the average outgoing quality of ER capacitors supplied to this specification. Statistical Process Control (SPC) techniques are required in the manufacturing process to minimize variation in production of ER capacitors supplied to the requirements of this specification.		
<b>Status:</b> Active	<b>Doc Date:</b> 03-MAR-2000	<b>QPL/QML:</b> QPL-39006-97
<b>FSC/Area:</b> 5910	<b>Dist Stmt:</b> A	<b>DD1865 Issued:</b> No
<b>Doc Category:</b> Performance Specifications		<b>Date of Validation:</b>

#### Responsibilities

<b>Lead Standardization Activity:</b> <u>CC</u> Defense Supply Center, Columbus	
<b>Preparing Activity:</b> <u>CC</u> Defense Supply Center, Columbus	
<b>Coordination:</b> Full	
<b>Army Custodian:</b> <u>CR</u>	Communications - Electronics Command
<b>Navy Custodian:</b> <u>EC</u>	Space and Naval Warfare Systems Command
<b>Air Custodian:</b> <u>11</u>	Aeronautical Systems Center
<b>DLA Custodian:</b> <u>CC</u>	Defense Supply Center, Columbus
<b>Other Custodian:</b> <u>NA</u>	National Aeronautics and Space Administration (NASA)
<b>MCA:</b>	N/A

#### Projects

<b>SD-4 Project:</b> N/A
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#### Report



Document Automation and Production Service, Building 4/D, 700 Robbins Avenue, Philadelphia, PA 19111-5094.

If you have any questions, please contact the appropriate ASSIST-Help Desk team:  
 Account/Password Issues: 215-697-6257 [DSN: 442-6257], [registration@daps.dla.mil](mailto:registration@daps.dla.mil).  
 Other questions or comments: [ASSIST Feedback](#).



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